

**Springfield Township
Park & Recreation Commission Regular Meeting
Tuesday, July 11, 2023**

I. CALL TO ORDER

The July 11, 2023, Regular Meeting of the Springfield Township Parks and Recreation Commission was called to order at 6:30 p.m. by Chairperson Bower at the Springfield Township Civic Center, 12000 Davisburg Road, Davisburg, Michigan 48350.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Commissioners Present:

Diane Baker
Roger Bower
Dennis Omell
Angela Spicer
Jean Vallad

Staff Present:

Sarah Richmond

Commissioners Absent:

Anne Loncar with notification
Rich Parke with notification

IV. AGENDA REVISIONS AND APPROVAL

Commissioner Vallad moved to accept the agenda as presented. Supported by Commissioner Spicer. Vote on the motion: Yes: Baker, Bower, Omell, Spicer, Vallad; No: None; Absent: Loncar, Parke. The motion carried by a 5-0 vote.

V. PUBLIC COMMENT

None

VI. CONSENT AGENDA

- A. Approval of Meeting Minutes – June 13, 2023, with Additional Disbursements of \$2,753.96 for the Parks & Recreation Fund and \$675.00 for Trust and Agency
- B. Receipt of Activities Report for June
- C. Receipt of Financial Summaries
- D. Receipt of Progress Report for June
- E. Receipt of Natural Resource Manager June Monthly Report
- F. Receipt of June Budget Reports
- G. Receipt of July & August Young At Heart Newsletter
Receipt of Communications

Commissioner Vallad moved to accept the consent agenda as presented. Supported by Commissioner Omell. Vote on the motion: Yes: Baker, Bower, Omell, Spicer, Vallad; No: None; Absent: Loncar, Parke. The motion carried by a 5-0 vote.

VII. DIRECTOR'S UPDATE

Director Richmond provided an update on the Hartman Property and reminded the Commissioners about the upcoming grand opening at 3:30 pm on Friday, July 28, 2023. She complimented the maintenance staff on their hard work. She provided details about the signage that she would be ordering for the property.

VIII. OLD BUSINESS

A. Discussion of Parks & Recreation Master Plan – 2nd Draft

Director Richmond stated that if the Commissioner have no changes for the presented draft, they will need to approve this draft to go out for the 30-day public review period.

Chairperson Bower complimented the draft including the included photography.

Commissioners commented on the photographs that were included in the draft.

Commissioner Vallad moved to approve the Springfield Township Parks and Recreation Master Plan – Draft #2 for a 30-day public review period. Supported by Commissioner Baker. Vote on the motion: Yes: Baker, Bower, Omell, Spicer, Vallad; No: None; Absent: Loncar, Parke. The motion carried by a 5-0 vote.

IX. NEW BUSINESS

A. Introduction of New Park Maintenance II Employee

Director Richmond introduced the new Park Maintenance Employee, Sheila Brown, to the Commissioners. She explained Ms. Brown's experience and background with the Department.

B. Discussion of Projects on the Hartman Property

Director Richmond provided an explanation and summary of proposed projects for the Hartman Property including a proposal from Gordon Excavating for culvert replacement and repair that she is recommending approval of. She also explained stone placement and access drive improvements that were done at the site. The payment for these projects is potentially coming out of Prior Year Funds.

Commissioner Vallad moved to have Director Richmond hire Gordon Excavating to do the Hartman Property Project as outlined in her memo dated July 7, 2023 at a cost not to exceed \$9,000.00. Supported by Chairman Bower.

Commissioner Omell asked for clarification on the project for \$4300.00.

Director Richmond provided clarification on this project that was already done.

Chairman Bower asked if there was any information about the dam project.

Director Richmond answered that they could discuss this item later.

Vote on the motion: Yes: Baker, Bower, Omell, Spicer, Vallad; No: None; Absent: Loncar, Parke. The motion carried by a 5-0 vote.

X. TREASURER'S REPORT

A. Bills List

Commissioner Vallad moved to approve the July bills list totaling \$6,964.62 and Trust in Agency totaling \$475.00. Supported by Commissioner Baker. Vote on the motion: Yes: Baker, Bower, Omell, Spicer, Vallad; No: None; Absent: Loncar, Parke. The motion carried by a 5-0 vote.

XI. PUBLIC COMMENT

None

XII. COMMISSIONER COMMENT

Commissioner Baker commented on the recent SPARKS grant application.

Director Richmond commented on another grant opportunity that she is investigating to see if they are eligible to submit an application for by the end of August.

Commissioner Baker commented on Mr. Losey's recent pollinator program that he offered.

Director Richmond commented on the hard work being done by the staff at the Hartman Property.

Commissioner Omell commented on the details in the Master Plan draft.

Chairman Bower commented on the hard work of the staff.

Director Richmond agreed. She commented on the positive opening of the Hartman Property.

Commissioner Spicer commented on the opening of the Hartman Property.

Director Richmond stated that the auditor will be at the August Park Commission meeting.

Commissioner Vallad commented on the recent building revisions.

XIII. ADJOURNMENT

Having no further business, Chairman Bower moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation Commission at 7:04 pm.